Auckland Normal Intermediate School
2017 Enrolment: Instructions for In-Zone Students

Applications for student's currently living In-Zone should be received by Friday 23 September 2016

IMPORTANT DATES FOR APPLICANTS

Open Mornings:	Thursday 4 August *or* Tuesday 9 August, 9:00am - 10:30am
Parent Information Evenings:	Thursday 4 August *or* Tuesday 9 August, 6:00pm – 7:00pm
Enrolment Confirmation Afternoons:	Wednesday 9 November *or* Thursday 10 November, 3:30pm - 6:00pm

DOCUMENTATION

Please complete the following forms online if you live In-Zone:

FORM A 2017 Enrolment In-Zone Application
FORM B Statutory Declaration - **ensure this is certified by a justice of the peace or solicitor**

In addition to the In-Zone Application and Statutory Declaration we require **certified documents**. Incomplete applications and uncertified documents will not be accepted and your enrolment application returned. **CERTIFIED means that a copy of the document and its original is to be sighted and signed by a Justice of the Peace or Solicitor so that it can be verified as a true copy.**

Once completed, scan and email the enrolment application and certified documents to enrolments@ani.school.nz. Alternatively these can be posted or delivered to the Administration Officer, Auckland Normal Intermediate, Poronui Street, Mt Eden, Auckland 1024.

CERTIFIED DOCUMENTS

Proof of Address:

If you OWN your home:
(ALL documents must be certified)

☐ Sale and Purchase Agreement/Rates

and

Two of the following documents (these must be current):

☐ Power Account (must show financial transactions)
☐ Phone Account (must show financial transactions)
☐ Bank Statement (posted to your address)

If you RENT your home:
(ALL documents must be certified)

☐ Tenancy Agreement

and

Two of the following documents (these must be current):

☐ Power Account (must show financial transactions)
☐ Phone Account (must show financial transactions)
☐ Bank Statement (posted to your address)

Proof of Identity:

NZ born students:
(ALL documents must be certified)

☐ Full Birth Certificate

or

☐ NZ Passport personal details page

For students born outside NZ:
(ALL documents must be certified)

NZ Citizens:

☐ NZ passport personal details page or Citizenship Certificate

All other nationalities:

☐ Passport personal details page

and

☐ (a) Residency Permit or
(b) Student Permit, together with parent's passport and Work Permit

Please ensure **Form A, Form B and certified copies of proof of address/identity** are received at ANI by **Friday 23 September 2016.** An email will be sent confirming receipt of enrolment.

We look forward to receiving your 2017 In-Zone enrolment.

Megan Brookman
Administration Officer

Auckland Normal Intermediate School
2017 Enrolment: In-Zone Application

Applications for student's currently living In-Zone should be received by Friday 23 September 2016

FORM A

STUDENT DETAILS

☐ Year 7 ☐ Year 8 ☐ Male ☐ Female

Surname: _____ **Date of birth:** _____

First Name: _____ **Country of birth:** _____

Preferred: _____ **Ethnicity:** _____

Middle Name: _____ **Nationality (passport):** _____

Address: _____ **NZ residency:** ☐ Yes ☐ No

_____ Postal Code: _____ **If not NZ born, date of arrival in NZ:** _____

Home Phone: _____ **Language spoken at home:** _____

Present School: _____ **Other languages:** _____

Iwi (NZ Māori): _____ **Date started at Primary School:** _____

All communication with parents is via email and mobile phone. It is essential that the school is provided with a valid and current email address and mobile phone number.

IMPORTANT: Please indicate who the first point of contact is for your child: **(please tick one only)** ☐ **Mother** ☐ **Father**

MOTHER'S DETAILS

Living with child: ☐ Yes ☐ No **Access:** ☐ Yes ☐ No

Surname: _____ **Title:** ☐ Dr ☐ Mrs ☐ Ms ☐ Miss

First Name: _____ **Home Phone:** _____

Address: _____ **Mobile Phone:** _____

_____ **Work Phone:** _____

Occupation: _____ **Company:** _____

Email: _____

FATHER'S DETAILS

Living with child: ☐ Yes ☐ No **Access:** ☐ Yes ☐ No

Surname: _____ **Title:** ☐ Dr ☐ Mr

First Name: _____ **Home Phone:** _____

Address: _____ **Mobile Phone:** _____

_____ **Work Phone:** _____

Occupation: _____ **Company:** _____

Email: _____

MEDICATION CONSENT INFORMATION

In an emergency school may act on behalf: ☐ Yes ☐ No

School may administer the following pain relief:

Panadol	☐ Yes	☐ No
Antihistamine	☐ Yes	☐ No
Strepsils	☐ Yes	☐ No

MEDICAL CONDITIONS AND ALLERGIES

Does your child have any medical issues/treatments we need to know about? ☐ Yes ☐ No

Medical Condition 1: _____

Severity: (please tick) ☐ Hospitalisation ☐ Emergency Care Required ☐ Contact Caregivers ☐ Moderate Risk ☐ Low Risk

Is medication held at school: ☐ Yes ☐ No Name of medication: _____

Have you submitted an action plan: ☐ Yes ☐ No

Medical Condition 2: _____

Severity: (please tick) ☐ Hospitalisation ☐ Emergency Care Required ☐ Contact Caregivers ☐ Moderate Risk ☐ Low Risk

Is medication held at school: ☐ Yes ☐ No Name of medication: _____

Have you submitted an action plan: ☐ Yes ☐ No

OTHER INFORMATION

Please advise if there any particular needs your child may have, e.g. health and/or academic (e.g. Cognitive or Psychological Report)

_____

_____

_____

_____

_____

I/We certify that the information provided above is correct.

Child's Name: _____

Signed: _____ Date: _____

Parent/Caregiver

EMERGENCY CONTACTS

This information is *very* important should your child fall ill at school and we are unable to contact you. These contacts cannot be the student's parents/caregivers.

☐ Male ☐ Female

Surname: _____ **Home Phone:** _____

First Name: _____ **Mobile Phone:** _____

Relationship to child: _____ **Work Phone:** _____

☐ Male ☐ Female

Surname: _____ **Home Phone:** _____

First Name: _____ **Mobile Phone:** _____

Relationship to child: _____ **Work Phone:** _____

In the event of the school being unable to contact any of the above I authorise the obtaining on my behalf any medical assistance, (if, in the opinion of the staff, such treatment is necessary), and agree to meet any costs incurred. In the event of a serious accident an Ambulance will be called. ☐ Yes

UNIFORM

All children will wear prescribed school uniform as scheduled in the School Prospectus on the school website.

FINANCIAL REQUESTS

The school will request of you the following financial payments:

- Voluntary Parent Donation ($330.00)
- Payment in advance for Class Trips/Activities ($75.00)
- Payment for Take Home Items and Materials your son/daughter makes in Technology or other specialist subjects during the year. (If you agree to accept these goods, a one off charge of $195.00 is requested)
- Payment for goods and services (at the time you purchase goods such as stationery or uniform)

In signing the enrolment form you acknowledge that the school will be making these financial requests. Should you require a detailed explanation of what is included in each request please refer to our website www.ani.school.nz

PRIVACY INFORMATION

The information requested by Auckland Normal Intermediate in this form will be used for the following purposes:

- To facilitate the operation and administration of the school
- To maintain contact with parents
- To provide information to the Board of Trustees, Parent/Teacher Association, Ministry of Education, Special
- Education Services and emergency services
- In an emergency, information from the file may be given to an agency such as the Police or Doctor.

(You have the right to access the information which the school holds about your child)

I give permission for my child's visual image to be used for educational purposes in:

School Publications: ☐ Yes ☐ No School Website: ☐ Yes ☐ No

ENROLMENT IS DEPENDENT ON

- Personal details provided at the time of pre-enrolment being accurate
- Any changes to details in this application have been notified to the school in writing
- All pre-enrolment procedures have been completed, formally acknowledged and accepted by the School

IN-ZONE RESIDENCE

A. I understand that students accepted under the In-Zone criteria will be expected to remain within the In-Zone while attending the school. ANI expects that if children accepted as In-Zone students move Out-of-Zone, they will enrol at their new local school.

B. Auckland Normal Intermediate expects that if parents intend to change their address they will immediately inform the school.

I/We certify that the information given in this application form is correct and I/We have read and understood the conditions of In-Zone Residence. ☐ **Yes**

Signed: _____ Date: _____

Parent/Caregiver

Child's Name: _____

Auckland Normal Intermediate School
Statutory Declaration for In-Zone Applicants Only

FORM B

I, _____ (full name)

being the parent/guardian of _____ (name of student)

do solemnly declare as follows:

1. That the information contained in this application is true and correct in every respect
2. That my child's current and usual home address is:

   _____

3. That my child's full home address(es) and school(s) attended over the last four years is (are) correctly set out below:

	HOME ADDRESS OF STUDENT (e.g. 20 Silver Road, Epsom)	SCHOOL ATTENDED (e.g. Epsom Normal)
2016		
2015		
2014		
2013		

4. **Authority to Release Information.** I understand that for the purpose of verifying my child's residential address the school may request information from the above schools, from my current electricity and telephone suppliers and, where applicable, from my landlord, and accordingly I authorise the relevant agencies to release that information to the school.
5. **In-Zone residence**. I understand that students accepted under the In-Zone criteria will be expected to remain within the In-Zone while attending the school. ANI expects that if children accepted as In-Zone students move Out-of-Zone, they will enrol at their new local school.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Dated at Auckland this _____ day of _____ 2016/2017

Signed: _____ (Parent/Guardian as above)

Signed: _____ (Justice of the Peace OR Solicitor)

DETAILS OF THE ABOVE PERSON AUTHORISED TO TAKE A STATUTORY DECLARATION

☐ Justice of the Peace ☐ Solicitor

Name: _____

Address: _____

Any alterations made to this Statutory Declaration must also be signed by the Justice of the Peace or Solicitor.

Note: To make a false declaration is a criminal offence.
The Ministry of Education has advised that parents should be warned of the possible consequences of deliberately attempting to gain unfair priority in enrolment by knowingly giving a false address or making an in-zone living arrangement which they intend to be only temporary.
For example:

- Renting accommodation in-zone on a short-term basis
- Arranging temporary board in-zone with a relative or family friend
- Using the in-zone address of a relative or friend as an "address of convenience", with no intention to live there on an ongoing basis.

If the school learns that a student is no longer living at the in-zone address given at the time of application for enrolment and has reasonable grounds to believe that a temporary in-zone residence has been used for the purpose of unfairly gaining priority in enrolment at the school, then the Board of Trustees may review the enrolment. Unless the parents can give a satisfactory explanation within 14 days, the Board may annul the enrolment. This course of action is provided for under section 11OA of the Education Act 1989. **The school retains the right to make all inquiries necessary in its opinion to obtain information that may assist it to reach a decision.**

Auckland Normal Intermediate School
Student Stationery

Year 7 and Year 8

STUDENT STATIONERY

The ANI Stationery Pack is a convenient and economical way to purchase the general stationery required by all students. Stationery packs can be purchased Monday to Thursday between 8:00am and 4:00pm.

While it is our preference that you buy the entire stationery pack from the school (it cannot be spilt) the stationery items listed below are also able to be purchased from local retailers.

The $40.00 Stationery Pack contains the following items:

- ☐ 1 x Overlay Binder 26mm 2 Ring
- ☐ 1 x 14B8 Refill Pad
- ☐ 8 x 1B8 7mm Ruled Punched Exercise Book
- ☐ 1 x A4 Quad Book 1E8
- ☐ 1 x A4 Clearfiles 20 Page - Blue
- ☐ 2 x School Project Book - Pink
- ☐ 1 x Scissors - 6 inch standard
- ☐ 1 x 12s Full Colour Pencil
- ☐ 2 x Pen Medium Red Cristal
- ☐ 2 x Marbig HB Pencil
- ☐ 1 x Ruler 30cm - White
- ☐ 2 x Minions UHU Stick Large 40gsm
- ☐ 1 x Hilighters Faber 4 Pack Asst
- ☐ 1 x 180 Degree Protractor 10cm
- ☐ 1 x Eraser - Large Plastic
- ☐ 2 x Pen Medium Blue Cristal

Stationery packs will be available at the **Enrolment Confirmation Afternoons** on Wednesday 9 *and* Thursday 10 November from 3:30pm – 6:00pm or from the school office from 11 November 2016.

Student Name: _____

Stationery Pack	$40.00	$ _____
Scientific Calculator (optional)	$25.00	$ _____
Online Maths Programme	$20.00	$ _____
TOTAL		**$** _____

Auckland Normal Intermediate School
2017 Financial Requests

Parent/Caregivers Name: _____

Student's Name: _____ Year: _____

Voluntary Parent Donation	$330.00	$ _____
Take Home Items	$195.00	_____
Class Trips/Activities	$75.00	$ _____
TOTAL	**$600.00**	**$** _____
TOTAL PAID		**$** _____

1. VOLUNTARY PARENT DONATION

ANI is a high achieving decile 9 state funded school, however the funding we receive from the government is inadequate to provide the type of education and staffing ratios we offer. Each year the Board of Trustees requests a voluntary parent donation which is a key component of our budget because it allows us to provide:

- Specialist programmes – we have six additional specialist teachers employed to deliver highly interactive Science, Technology, Physical Education, Arts and Language programmes.
- Smaller class sizes – on average our class sizes are well below many other Auckland Intermediate schools.

The costs for these and other initiatives cannot be met by government funding and we appreciate your contribution which will benefit students. The voluntary donation of $330.00 may be tax exempt.

Voluntary Parent Donation $330.00

2. TAKE HOME ITEMS

This request is to pay for materials students use in specialist areas such as technology or other subjects with a practical component (where students work with materials such as food or textiles). If students or parents agree to take ownership of the finished project and take it home then it can be expected the costs involved in completing the project are met. Obviously we endeavour to keep these costs to a minimum and always give students the choice to take home the finished product.

Take home Items $195.00

3. PAYMENT IN ADVANCE FOR CLASS TRIPS/ACTIVITIES

Each year we plan a number of visits, activities or guest speakers to supplement the learning programme. There is a cost associated with these events (e.g. a trip to the zoo). Parents often find it more convenient to pay in advance for these activities. A full breakdown of how this money has been spent will be provided at the end of term four. Parents also have the option to pay per trip or event.

Payment in advance for Class Trips/Activities $75.00

PAYMENT OPTIONS FOR NUMBERS 1, 2 AND 3 ABOVE

Spread over the 2017 year:

☐ $150.00 per term
☐ $ 60.00 per month (10 months)
☐ $ 15.00 per week (40 weeks term time)

A receipt will be issued.

Where there are difficulties in paying the above please contact Jill Farquharson, Principal to discuss ways in which the school can assist with a payment plan. Phone 630 1109 or email ani@ani.school.nz

Auckland Normal Intermediate School
2016/2017 Uniform Price List

Uniforms can be purchased from Reception between 8:00am - 4:00pm weekdays, term time only or from our online shop.

Uniforms will be available to purchase at our Enrolment Confirmation Afternoons on Wednesday 9 and Thursday 10 November 2016.

GIRLS UNIFORM

COMPULSORY

Polo Shirt (short sleeve)	Size 8 - 14, S, M, L, XL	$48.00
Navy Culottes	Size 6 - 16	$60.00

OPTIONAL

Polo Shirt (long sleeve)	Size 8 - 14	$55.00
	Size S, M, L	$59.00
White ankle socks*	Size 2 - 5, 4 - 7, 6 - 10 (pack of three)	$13.00
Girls Water Polo togs		$95.00

BOYS UNIFORM

COMPULSORY

Polo Shirt (short sleeve)	Size 8 - 14, S, M, L, XL	$48.00
Navy Drill Shorts	64 - 104cm	$57.00

OPTIONAL

Polo Shirt (long sleeve)	Size 8 - 14	$55.00
	Size S, M, L	$59.00
Long black socks*	Size 4 - 7, 6 - 10, 11 - 13 (per pair)	$13.00
Boys Water Polo togs		$65.00

UNISEX UNIFORM

COMPULSORY

PE Uniform		
- V-neck Shirt	Size 8 - 14, S, M, L, XL	$40.00
- Shorts	Size 8 - 14, S, M, L, XL	$35.00
Sunhat or Cap	All sizes	$21.00

OPTIONAL

Navy Jersey	Size 77, 82cm	$76.00
	Size 87, 92, 97, 102cm	$86.00
	Size 107, 112, 117cm	$91.00
Hoodie	Size 10 - 14, S, M, L	$90.00
Rain Jacket	Size 10 - 14, S, M, L	$70.00
Scarves	One Size	$30.00

* Socks may be worn with shoes only (not with sandals) and can be worn in summer or winter.

Auckland Normal Intermediate School
2017 Parent Teacher Association

Welcome to the 2017 Parent Teacher Association (PTA)

ANI PTA offers you a great opportunity to be involved in your child's two years at ANI. With representatives from the Senior Leadership Team, teaching staff, and of course the parent body, the PTA provides the ideal forum in which to keep in touch with the school's strategic direction, initiatives and is a great way to connect with the school.

The purpose of the ANI PTA is to raise funds for the items that the school doesn't get Government funding for. As we are a decile 9 school the government funding we receive is significantly less than other schools. Extra fundraising is essential to provide the students with extra things that they would otherwise have to go without. From time to time we need to be able to contact the parents and the community to help assist and make our fundraising events a success.

Our major fundraising event is the chocolate fundraiser held at the beginning of each year. We could not raise anywhere near the amount of money we do if we didn't hold this event. Last year we raised $38,600 with $27,500 of this coming from the chocolates. We also hold other smaller events such as school socials and mufti days. The money raised directly benefits our children. Below are some of the resources we have donated funds for:

- rubbish sorting bins for the food tech area
- online subscription for chess club to run a competition across the school
- the enviro group to create gardens and "living walls" of herbs and vege plants,
- donation towards Year 7 EOTC and Year 8 camp and AIMS
- setting up a Robotics Programme
- ANI staff sports jackets
- buying tents for use at year 8 camp
- bean bags, board games and new PCs for the library
- two televisions on trolleys to be used around the school
- a skeleton, torso and microscopes for the Science Department
- the purchase of art books
- 3-D printer, Chromebooks, mics and headsets for use in school productions and other staged events
- sports uniforms and basketball hoops

Our PTA would welcome anyone wishing to become an active member. The PTA holds two meetings a term in the library on a Monday evening at 7pm. The meetings are a great way to become involved and find out about some of the great learning opportunities happening at ANI and to meet the team leaders and SLT team who come to each meeting and share the exciting news from their team and the school. It is also a positive way to give back to our school community and help to fundraise to provide additional resources for our children

Please indicate below and we will email you to invite you to our first meeting in 2017 (The PTA meetings are listed on the school calendar of events). No one will ring you, there is no pressure.

Thank you for your interest in our school. We look forward to working with you during your child's time with us in 2017 and 2018.

Please feel free to contact me if you would like more information about the PTA:
Mobile: 021 135 6380 or email: normanton@xtra.co.nz

Sue Normanton
Chairperson

Auckland Normal Intermediate School
2017 Parent Teacher Association

Parent Interest Form

☐ Yes please I/we would be interested in becoming an active member of the PTA

☐ I would like to be a friend of the PTA and help as needed

Please see the event below that we need help with and/or if you are happy for the PTA to contact you throughout the year as needed please tick the box and provide your contact details below.

We understand that everyone has busy lives and their time is precious, so without being formally part of the PTA and attending meetings, you might like to be involved in the option below.

Please tick if you are able to assist:

TERM ONE

☐ **Chocolate Fundraiser (term one, starting week two)**

Counting money and allocating additional boxes of chocolates on a roster system for one morning a week for three weeks. You would need to be available from 8:15am - 9:30am.

This is our major fundraising event for the year and we need the support of parents to run this event. It runs for three weeks and we need at least six to eight parents each day from 8:30am – 9:30am.

Child's Name _____ Home Phone: _____

Parent/Caregiver(s) Name: _____ Mobile Phone: _____

Email: _____ Work Phone: _____

Occupation: _____

Are you associated with or have any business contacts or ways you feel you could help our school (e.g. Builder, Clothing Supplier, Banking, Gardening supplies, Telecommunications, Electronics etc.)? Please give details and your occupation below. That way if we need to call on your support we can make direct contact.

_____

_____

Signed: _____